



Bradfield Village Hall

Southend Road, Bradfield Southend READING RG7 6EY
bvh@bradfieldvillagehall.co.uk

Booking Form

This agreement is between the Bradfield Village Hall Management Committee and the Hirer.

Name (The Hirer) _____

Address _____

Telephone _____

E-mail address _____

The Purpose of Hire _____

Hire Date _____ Times: From _____ to _____

Is Alcohol to be consumed during the event? YES/NO

Is a bouncy Castle to be used during the event? YES/NO

If the answer is YES, do you have the relevant insurance to cover this? YES/NO

You will receive an invoice via email upon receipt of this booking form and payment is due 6 weeks prior to the hire. A deposit of £100 is required to secure the booking and is refundable after the event, provided the Bradfield Village Hall Conditions for Booking and Hire have been complied with.

If alcohol is to be served at this event, a surcharge of £30 will be payable. If alcohol is to be sold, you will need to apply for a Temporary Events Notice from West Berkshire Council.

An application is required more than ten days beforehand and you need to notify us that you have done this.

If a bouncy castle is to be used at this event, an electricity surcharge of £10 will be payable.

As the Hirer/Authorised Representative, I confirm that I am over 18. I have received and read a copy of the Bradfield Village Hall Conditions for Booking and Hire, which are part of this contract, and I accept them.

Signed _____ Date _____

